

COMMITTEE FOR PUBLIC COUNSEL SERVICES

Public Defender Division

44 Bromfield Street

Boston, MA 02108

October 31, 2006

Position Posting

Director of Social Services Advocates

The Public Defender Division of the Committee for Public Counsel Services (Massachusetts' public defender agency) is opening new offices throughout Massachusetts to provide representation to indigent persons entitled to counsel in District Court jurisdiction criminal cases. CPCS is seeking to hire a Director of Social Services Advocates, who is duly-licensed in Massachusetts as an independent clinical social worker (L.I.C.S.W.), and who preferably has a background in forensic social work or criminal justice, to have primary responsibility for the oversight, supervision, and training of Social Services Advocates to be hired for District Court offices in Barnstable, Boston, Brockton, Fall River/New Bedford, Lowell, Northampton, Pittsfield, Quincy, Roxbury, Salem, Somerville/Malden, Southborough/Framingham, Springfield, and Worcester.

Position Summary:

The Director of Social Services Advocates has primary responsibility for overseeing, supervising, training, and evaluating a statewide team of Social Services Advocates. Working with the attorney assigned to the case, the Social Services Advocate tailors an individualized life skills plan that links the client, as appropriate, with jobs, education, and training programs, housing, and substance abuse and mental health treatment programs, and incorporates the plan into the representation of the client, thereby providing the court with a viable alternative to incarceration. The Social Services Advocate is an integral member of the defense team, working with the attorney, investigator, and other team members to prepare a client's case and to obtain the best possible legal outcome for the client. The Social Services Advocate's role includes client interviewing and assessment, social history investigation, clinical case management, alternative treatment and sentencing planning, report writing, testifying, and making direct connections between clients and programs. Social work intervention occurs at all stages of the court process, from arraignment through post-conviction.

It is anticipated that some Social Services Advocates will be working towards post-graduate social worker licenses. The Director's responsibilities include providing Social Services Advocates with the supervision required for the purposes of such licensure programs.

This is primarily an administrative position, with key areas of responsibility including supervision, training, and data gathering and reporting. Direct social work services may also be required as a teaching and supervision method, and in cases where the client's needs include a written psycho-social assessment that has been approved by a licensed independent clinical social worker.

Qualifications and Requirements:

- L.I.C.S.W.;
- Knowledge of forensic social work practice, defense practice, and the criminal justice system preferred;
- Skills in supervision and performance coaching;
- Ability to evaluate social worker performance within an indigent defense framework;
- Ability to assess cross-discipline training needs and to develop training programs to meet those needs;
- Skills in developing and maintaining cooperative working relationships within an agency and fostering those relationships in others;
- Ability to understand and incorporate multi-disciplinary perspectives into supervision and training;
- Knowledge of data gathering and reporting strategies and techniques;
- Ability to communicate effectively and persuasively orally and in writing;
- Ability to prioritize and manage multiple responsibilities;
- Flexibility to travel statewide regularly and to work occasionally in the evenings to conduct trainings, attend meetings, and handle emergencies;

- Access to a reliable automobile and a valid driver's license.

The Director of Social Services Advocates works under the direction of the Deputy and Assistant Deputy Chief Counsel, and works collaboratively with the District Court Office Directors, and the CPCS Training Director, Director of Human Resources, and Administrative Staff. Because the position is a new one, it may be configured so that it meets the applicant's needs, e.g., by dividing the position into two part-time jobs. The position may be based either in CPCS's Boston office or in an office outside of Boston that provides the person(s) selected with a more convenient commute.

Salary: The annual salary for this position is between \$50,000 and \$68,000, depending upon experience.

Application: Applicants should submit (1) a résumé, and (2) a written statement of interest as documents attached to an e-mail directed to SocialServices@publiccounsel.net.

Applications should be submitted by November 27, 2006, but may be accepted until the position is filled.

This office is an equal opportunity/affirmative action employer.